

**SUBMISSION INFORMATION****INVITATION TO BID**

Lake County

Purchasing Division

18 North County Street - 9th floor

Waukegan, Illinois 60085-4350,

(847) 377-2929

[EMAIL: purchasing@lakecountyil.gov](mailto:purchasing@lakecountyil.gov)**INVITATION#: 12217****BID OPENING DATE: November 28th 2012****TIME: 2:00 p.m. Local Time****LOCATION: Purchasing**

Submit one (1) original and one (1) unprotected electronic version of the bid submission on a CD.

INVITATION TO BID BIDDER INFORMATION

Company Name: _____

Address: _____

City, State, Zip Code: _____

Access Bid Results

<http://www.lakecountyil.gov>

ISSUANCE DATE:

BUYER: Brandy Schroff

Online Public Record and Investigative Software Service**Lake County, Waukegan, IL****November 2012****BID GROUP I - Online Public Record and Investigative Software Service Fixed Monthly Rate**

Bid Item #	Online Public Record and Investigative Software Service	Number of Users	Fixed Monthly Rate	Annual Amount
1.	Fee per User	1	\$ _____	\$ _____
2.	Fixed monthly rate based on range of users	1-40	\$ _____	\$ _____
		41-80	\$ _____	\$ _____
		81-100	\$ _____	\$ _____

Prompt payment discount: ____% ____ days.

Note: Product literature and specifications must be included with bid. Product literature must specifically identify and highlight software requirements and other services that will be required.

NOTE TO BIDDERS: Any and all exceptions to these specifications MUST be clearly and completely indicated on the bid sheet. Attach additional pages if necessary. Please be advised that any exceptions to these specifications may cause your bid to be disqualified.

If a bid includes any exceptions, Bidders must insert an "X" in the following box indicating a bid submission with exceptions.

☐

The undersigned hereby certifies that they have read and understand the contents of this solicitation and agree to furnish at the prices shown any or all of the items above, subject to all instructions, conditions, specifications and attachments hereto. Failure to have read all the provisions of this solicitation shall not be cause to alter any resulting contract or request additional compensation. By signing this bid document, the bidder hereby certifies that they are not barred from bidding on this contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961, as amended.

Authorized Signature: _____

Typed/Printed Name: _____

Title: _____

Email Address: _____

Company Name: _____

Date: _____

Telephone Number: _____

Fax Number: _____

LAKE COUNTY - INVITATION FOR BIDS: TERMS AND CONDITIONS

1. **AUTHORITY.** This Invitation for Bids is issued pursuant to applicable provisions of the Lake County Purchasing Ordinance.
2. **BID OPENING.** Sealed bids will be received at the Lake County Purchasing Division until the date and time specified at which time they shall be opened in public. Late bids shall be rejected and returned unopened to the sender. Lake County does not prescribe the method by which bids are to be transmitted; therefore, it cannot be held responsible for any delay, regardless of the reason, in transmission of the bids.
3. **BID PREPARATION.** Bids must be submitted on this form and all information and certifications called for must be furnished. Bids submitted in any other manner, or which fail to furnish all information or certificates required, may be summarily rejected. Bids may be modified or withdrawn prior to the time specified for the opening of bids. Bids shall be filled out legibly in ink or typewritten with all erasures, strikeouts and corrections initialed in ink by the person signing the bid. The bid shall include the legal name of the bidder, the complete mailing address, and be signed in ink by a person or persons legally authorized to bind the bidder to a contract. Name of person signing should be typed or printed below the signature.
4. **BID ENVELOPES.** Envelopes containing bids must be sealed and addressed to the County of Lake Purchasing Division The name and address of the bidder and the Invitation Number must be shown in the upper left corner of the envelope.
5. **ERRORS IN BIDS.** Bidders are cautioned to verify their bids before submission. Negligence on the part of the bidder in preparing the bid confers no right for withdrawal or modification of the bid after it has been opened. In case of error in the extension of prices in the bid, the unit prices will govern.
6. **RESERVED RIGHTS.** The County of Lake reserves the right at any time and for any reason to cancel this Invitation for Bids, accept or reject any or all bids or any portion thereof, or to accept an alternate bid. The County reserves the right to waive any immaterial defect in any bid. Unless otherwise specified by the bidder or the County, the County has sixty (60) days to accept. The County may seek clarification from any bidder at any time and failure to respond promptly is cause for rejection.
7. **INCURRED COSTS.** The County will not be liable for any costs incurred by bidders in replying to this Invitation for Bids.
8. **AWARD.** It is the intent of the County to award a contract to the lowest responsible bidder meeting specifications. The County reserves the right to determine the lowest responsible bidder on the basis of an individual item, groups of items, or in any way determined to be in the best interests of the County. Award will be based on the following factors (where applicable): (a) adherence to all conditions and requirements of the bid specifications; (b) price; (c) qualifications of the bidder, including past performance, financial responsibility, general reputation, experience, service capabilities, and facilities; (d) delivery or completion date; (e) product appearance, workmanship, finish, taste, feel, overall quality, and results of product testing; (f) maintenance costs and warranty provisions; and (g) repurchase or residual value.
9. **PRICING.** The price quoted for each item is the full purchase price, including delivery to destination, and includes all transportation and handling charges, premiums on bonds, material or service costs, patent royalties and all other overhead charges of every kind and nature. Unless otherwise specified, prices shall remain firm for the contract period.
10. **DISCOUNTS.** Prices quoted must be net after deducting all trade and quantity discounts. Where cash discounts for prompt payment are offered, the discount period shall begin with the date of receipt of a correct invoice or receipt or final acceptance of goods, whichever is later.
11. **TAXES.** Lake County is not subject to Federal Excise Tax. Per Illinois Compiled Statutes, 35 ILCS 120/2-5, Lake County is exempt from state and local taxes.
12. **SPECIFICATIONS.** Reference to brand names and numbers is descriptive, but not restrictive, unless otherwise specified. Bids on equivalent items will be considered, provided the bidder clearly states exactly what is proposed to be furnished, including complete specifications. Unless the bidder specified otherwise, it is understood the bidder is offering a referenced brand item as specified or is bidding as specified when no brand is referenced, and does not propose to furnish an "equal." The County reserves the right to determine whether a substitute offer is equivalent to and meets the standard of quality indicated by the brand name and number.
13. **SAMPLES.** Samples of items, when called for, must be furnished free of expense and, if not destroyed in the evaluation process, will, upon request, be returned at the bidder's expense. Request for the return of samples must accompany the sample and include UPS Pickup Slip, postage or other acceptable mode of return. Individual samples must be labeled with bidder's name, invitation number, item reference, manufacturer's brand name and number.
14. **INTERPRETATION OR CORRECTION OF BIDDING DOCUMENTS.** Bidders shall promptly notify the County of any ambiguity, inconsistency or error which they may discover upon examination of the bidding documents. Interpretations, corrections and changes will be made by addendum. Each bidder shall ascertain prior to submitting a bid that all addenda have been received and acknowledged in the bid.
15. **INDEMNIFICATION.** The Seller shall indemnify and hold harmless the County, its agents, officials, and employees from and against all injuries, losses, claims, suits, costs and expenses which may accrue against the County as a consequence of granting the Contract.
16. **DEFAULT.** Time is of the essence of this contract and if delivery of acceptable items or rendering of services is not completed by the time promised, the County reserves the right, without liability, in addition to its other rights and remedies, to terminate the contract by notice effective when received by Seller, as to stated items not yet shipped or services not yet rendered and to purchase substitute items or services elsewhere and charge the Seller with any or all losses incurred. The County shall be entitled to recover its attorney's fees and expenses in any successful action by the County to enforce this contract.
17. **INSPECTION.** Materials or equipment purchased are subject to inspection and approval at the County's destination. The County reserves the right to reject and refuse acceptance of items which are not in accordance with the instructions, specifications, drawings or data of Seller's warranty (express or implied). Rejected materials or equipment shall be removed by, or at the expense of, the Seller promptly after rejection.
18. **WARRANTY.** Seller warrants that all goods and services furnished hereunder will conform in all respects to the terms of this solicitation, including any drawings, specifications or standards incorporated herein, and that they will be free from latent and patent defects in materials, workmanship and title, and will be free from such defects in design. In addition, Seller warrants that said goods and services are suitable for, and will perform in accordance with, the purposes for which they are purchased, fabricated, manufactured and designed or for such other purposes as are expressly specified in this solicitation. The County may return any nonconforming or defective items to the Seller or require correction or replacement of the item at the time the defect is discovered, all at the Seller's risk and expense. Acceptance shall not relieve the Seller of its responsibility.
19. **REGULATORY COMPLIANCE.** Seller represents and warrants that the goods or services furnished hereunder (including all labels, packages and container for said goods) comply with all applicable standards, rules and regulations in effect under the requirements of all Federal, State and local laws, rules and regulations as applicable, including the Occupational Safety and Health Act as amended, with respect to design, construction, manufacture or use for their intended purpose of said goods or services. Seller shall furnish "Material Safety Data Sheets" in compliance with the Illinois Toxic Substances Disclosure to Employees Act.
20. **EQUAL EMPLOYMENT OPPORTUNITY.** Bidder shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause, Illinois Administrative Code, Title 44, Part 750 (Appendix A), which is incorporated herein by reference. Furthermore, The Bidder shall comply with the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended.
21. **ROYALTIES AND PATENTS.** Seller shall pay all royalties and license fees. Seller shall defend all suits or claims for infringement of any patent, copyright or trademark rights and shall hold the County harmless from loss on account thereof.
22. **LAW GOVERNING.** This contract shall be governed by and construed according to the laws of the State of Illinois.

1. INTENT

It is the intent of Lake County to establish web based access to online database for public and proprietary records for investigative purposes. Several County departments utilize these services, including but not limited to State's Attorney's, Sheriff's Office, Public Defender's, Court Administration, Human Resources, and Coroner's Office.

2. WORK INCLUDED

The Bidder shall be responsible for:

- Providing Web-based interface to The Bidder's database.
- Providing systems access and user training of Bidder's software on Lake County hardware.
- Allowing authorized users to search data and information on Bidder's database.
- Enabling users to browse, download, E-mail and print search results on demand.
- Unlimited searches and reports.

3. AWARD

Award will be made to the lowest responsive and responsible bidder whose proposal is determined to be the most advantageous to the County based upon the evaluation criteria specified herein.

4. BID PRICE

Bid price shall be a fixed monthly rate for unlimited database searches and reports. The Fee is to include Web-based access, training of users, unlimited searches and use of search results by authorized users. The fee shall be based on a fixed monthly rate per user **or** a fixed monthly rate based on range of users as identified on the bid sheet.

5. SUBMISSION OF BIDS

Bids will be accepted until **2:00 p.m. local time, November 28th 2012**, at the Lake County Purchasing Division, 9th Floor, and 18 North County Street, Waukegan, Illinois 60085-4350.

Each bid must include the following completed and signed forms:

- a. Bid Sheet (pg 1)
- b. Specification Sheet – including product literature (pg 10)
- c. Reference Sheet (pg 11)
- d. Bidder Qualifications Sheet (pg 12)
- e. Sample Search
- f. Value Added Services

6. PRECEDENCE

Where there appears to be variances or conflicts, the following order of precedence shall prevail: Lake County Specifications; Lake County General Terms & Conditions, Lake County Invitation for Bids General Terms & Conditions and The Bidder's Bid Response.

7. BIDDER QUALIFICATIONS

All bidders shall be original equipment manufacturer authorized dealers/distributors for state and local governments, and must be able to provide supporting documentation at the County's request in order to be considered for award. All bidders must be qualified suppliers and demonstrate their capability to provide products required in accordance with the bid specifications. Bidders shall complete and submit The Bidders Qualification Form with their bid.

8. EVALUATION CRITERIA

Bids shall be evaluated as follows: (not listed in order of priority):

- Bid price
- User friendly web application and search components.
- Concise and accurate report generation.
- References provided where similar applications are being used
- Number of years in business
- Ease of overall use, set-up, and training.

9. Term

This contract shall be in effect for a two (2) year period from the date of award. Lake County reserves the right to renew this contract for three (3) additional one (1) year period(s), subject to acceptable performance by The Bidder. At the end of any contract term, Lake County reserves the right to extend this contract for a period of up to sixty (60) days for the purpose of getting a new contract in place. For any year beyond the initial year, this contract is contingent on the appropriation of sufficient funds; no charges shall be assessed for failure of the County to appropriate funds in future contract years.

10. JURISDICTION, VENUE, CHOICE OF LAW

This contract shall be governed by and construed according to the laws of the State of Illinois. Jurisdiction and venue shall be exclusively found in the 19th Judicial Circuit Court, State of Illinois.

11. INVOICES AND PAYMENTS

The Bidder shall submit an invoice(s) detailing the services and products provided in accordance with the payment provisions of this contract. Invoice shall show the purchase order number and the address where the product or service was provided. Payment shall be made in accordance with the Local Government Prompt Payment Act.

12. TERMINATION

The County reserves the right to terminate this contract, or any part of this contract, upon thirty (30) days written notice. In case of such termination, The Bidder shall be entitled to receive payment from the County for work completed to date in accordance with the terms and conditions of this contract. In the event that this Contract is terminated due to Bidder's default, the County shall be entitled to purchase substitute items and/or services elsewhere and charge The Bidder with any or all losses incurred, including attorney's fees and expenses.

13. BID REVIEW

After bid submittal, bids may be subjected to subsequent review. Lake County reserves the right to conduct follow up reference checks, request additional information or perform other activities related to comprehensive bid review and determination of the lowest responsive and responsible bidder who best meets the specifications.

14. NON-ENFORCEMENT BY THE COUNTY

The Bidder shall not be excused from complying with any of the requirements of the contract because of any failure on the part of the County, on any one or more occasions, to insist on The Bidder's performance or to seek The Bidder's compliance with any one or more of said terms or conditions.

15. REFERENCES

References must be provided as requested on the Reference Page. Bidders shall complete and submit the Reference Form with their bid.

16. ADDENDA

Any and all changes to the specifications and terms and conditions of this Bid are valid only if they are included by written addendum to all bidders, which will be mailed or delivered prior to the bid opening date to all who are known to have received a complete Invitation to Bid. Each potential Bidder shall acknowledge receipt of any addenda by signing such addendum and returning a copy to the Lake County Purchasing Division prior to, or along with, a sealed bid. Each Bidder, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the bid therein.

17. UNBALANCED BIDDING

Bidders shall not submit a bid, which contains irregularities of any kind, including unbalanced bids. By an unbalanced bid, it is meant that one or more separate items are substantially out of line with the current market price for the materials and/or work covered hereby. The County reserves the right not to award any items or to negotiate unit prices that appear excessive or unbalanced.

18. CHANGE IN STATUS

The Bidder shall notify Lake County immediately of any change in its status resulting from any of the following: (a) vendor is acquired by another party; (b) vendor becomes insolvent; (c) vendor, voluntary or by operation law, becomes subject to the provisions of any chapter of the Bankruptcy Act; (d) vendor ceases to conduct its operations in normal course of business. Lake County shall have the option to terminate its contract with the vendor immediately on written notice based on any such change in status.

19. WARRANTY

The Bidder represents and warrants that it has the right and authority to make available the database and other services for official use by Lake County.

20. INDEMNIFICATION

The Vendor agrees to protect, defend, indemnify and hold Lake County, its officers, officials, agents, and employees, (hereafter 'the Indemnified Parties'), free and harmless from and against any and all claims, damages, demands, injury or death, in consequence of granting the Agreement or arising out of or being in any way connected with the Vendor's performance or lack thereof under the Agreement except for matters shown by final judgment to have been solely caused by or attributable to the gross negligence or intentional wrongful act of the Indemnified Parties. The indemnification provided herein should be effective to the maximum extent permitted by applicable law. This indemnity extends to all legal costs including without limitation; attorney's fees, costs, liens, judgments, settlements, penalties, professional fees or other expenses incurred by the Lake County. This indemnification is not limited by any amount of insurance required under the Agreement and shall cover the cost of defense of any claim of liability within the scope of the indemnity whether or not such claim is meritorious. The Vendor shall be solely responsible for the defense of any and all claims, demands or suits against the Indemnified Parties including without limitation, claims by employees, subBidders, agents, or servants of The Vendor provided that Lake County shall have the right to designate separate counsel to defend Lake County in which event the fees and expenses of such counsel shall be paid by the Vendor.

The Vendor shall promptly provide, or cause to be provided, to Lake County and Lake County counsel copies of any such notices as they may receive of any claims, actions or suits as may be given or filed in connection with the Vendor's or any subBidder's performance of the Agreement and for which the Indemnified Parties may claim indemnification hereunder and give the Indemnified Parties authority, information, and/or assistance for the defense of any claim or action.

21. INDEPENDENT BIDDER

The Bidder is an independent Bidder and no employee or agent of the Bidder shall be deemed for any reason to be an employee or agent of the County.

22. ESCALATOR PROVISION

Prices throughout the initial term of the contract shall remain firm/fixed for the first two (2) year period. Written requests for price revisions after the first one (1) year period shall be submitted at least sixty (60) days in advance of the annual contract period. Requests must be based upon and include documentation of the actual change in the costs of the components involved in the contract and shall not include overhead and profit. The County reserves the right to reject any price increase and to terminate the contract.

23. ADDITIONAL INFORMATION

Should the bidder require additional information about this bid, please email to purchasing@lakecountyil.gov no less than seven (7) days prior to the bid opening date. Questions may also be faxed to Lake County Purchasing Division (847) 984-5889. ANY and ALL changes to these specifications are valid only if they are included by written Addendum to All Bidders. No interpretation of the meaning of the plans, specifications or other contract documents will be made orally. Failure of any bidder to receive any such addendum or interpretation shall not relieve the bidder from obligation under this bid as submitted. All addenda so issued shall become part of the bid documents. Failure to request an interpretation constitutes a waiver to later claim that ambiguities or misunderstandings caused a bidder to improperly submit a bid.

24. HOLD HARMLESS CLAUSE

The Bidder agrees to indemnify, save harmless and defend Lake County, its agents, servants, employees, and each of them against and hold it and them harmless from any and all lawsuits, claims, demands, liabilities, losses, and expenses; including court costs and attorney's fees for or on account of any injury to any person, or any death at any time resulting from such injury, or any damage to property, which may arise or which may be alleged to have arisen out of, or in connection with the work covered by this project. The foregoing indemnity shall apply except if such injury is caused directly by the willful and wanton conduct of Lake County, its agents, servants, or employees or any other person indemnified hereafter.

25. EQUALITY

Whenever these specifications mention an item by name and use specific descriptions as refers thereto, it is intended to convey to the bidder an understanding of the standard of excellence required. Items of equal type, quality, and size, which will conform substantially to the standard of excellence, established to provide equivalent merit, strength, durability, and to perform the required function in accordance with these specifications may be offered. Manufacturer/model names provided in this bid specifications herein convey the standard and uniformity the Lake County demands. If bidding brands other than specified, product documentation must be submitted with your bid. Lake County shall make the final determination as to whether a substitute item is equal to the item specified.

26. NON-ENFORCEMENT BY THE COUNTY:

The Bidder shall not be excused from complying with any of the requirements of the Contract because of any failure on the part of the County, on any one or more occasions, to insist on the Bidder's performance or to seek the Bidder's compliance with any one or more of said terms or conditions.

27. INSURANCE

The Bidder must obtain, for the Contract term and any extension of it, insurance issued by a company or companies qualified to do business in the State of Illinois and provide the County with evidence of insurance. Insurance in the following types and amounts is necessary:

- a. Worker's Compensation Insurance covering all liability of the Offeror arising under the Worker's Compensation Act and Worker's Occupational Disease Act.
- b. Comprehensive General (Public) Liability in a broad form, to include coverage for the following where exposure exists:
 - Premises/Operations, Independent Bidders,
 - Products/Completed Operations, Personal Injury and
 - Contractual Liability, limits of liability not less than:
\$1,000,000 each occurrence

\$2,000,000 general aggregate bid.

- c. Verification of Cyber Liability with a minimum coverage of \$1,000,000.

The Bidder agrees that with respect to the above required insurance, Lake County shall:

- Be provided with thirty (30) days notice, in writing, of cancellation material change;
- Be provided with Certificates of Insurance evidencing the above-required insurance, prior to commencement of this Contract and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least fifteen (15) days prior to the expiration or cancellation of any such policies. Said Notices and Certificates of

Insurance shall be provided to:

Lake County
Purchasing Division – 9th Floor
18 N. County Street
Waukegan, IL 60085-4357

Comprehensive Automobile Liability Insurance, in a broad form, covering the liability of The Bidder for personal injuries, including death, and for loss or damage to property arising in connection with the operation of owned and non-owned vehicles; limits of liability not less than those specified.

28. VALUE ADDED SERVICES

Lake County will consider, Bidder's Value Added Services. Lake County considers Value Added Services to be additional services, certain specific business procedures, quality features, methods or additional business activities offered by the Bidder that when utilized directly or indirectly serve to increase the total value of the services proposed. Lake County invites Bidders to include Value Added Services with your Invitation to Bid by attaching additional pages to the Bid sheet I titled **"BIDDER'S VALUE ADDED SERVICES"**. Bidder's Value Added Services must include specific information on your Value Added Service and present any potential costs.

1. Scope of Work

It is the intent of Lake County to establish web based access to online database for public and proprietary records for investigative purposes. Several County departments utilize these services, including but not limited to State's Attorney's, Sheriff's Office, Public Defender's, Court Administration, Human Resources, and Coroner's Office.

Lake County has internally established each of the larger departments (States Attorney, Public Defender, Court Administration, Sheriff's Office, and Lake County Management) with individual budget authority and user administration authority to maintain their respective list of registered users, interface with the service provider to obtain and maintain user ID's and passwords, coordinate training services etc. A blanket purchase order will be issued by each department. The successful bidder will be expected to generate individual invoices for each department and set-up multiple accounts within each department if requested. The department identified as Lake County Management consists of personnel from multiple non-justice departments that will be managed separately as a single department.

The County does not guarantee that it will contract for any specific number of subscriptions and shall not be held responsible for any deviation.

2. Searches and Reports

The list below represents the type of searches, reports, and features the successful proposer shall provide access to, namely, but not limited to

1. Person Search including, but not limited to locations of persons and addresses
2. Phone Numbers including possible cell phones
3. Driving records
4. Criminal History
5. Business Information including fictitious business names
6. Death Records
7. Criminal Records
8. Real Property – via parcel number (PIN Number)
9. Civil court files record search
10. National Social Security check
11. E-mails addresses including social networking information
12. State Department of Motor Vehicle Records
13. Assets, including motor vehicle, watercraft and aircraft
14. Bankruptcies, Liens, Judgments
15. Federal Employer Identification Numbers (FEIN)
16. Credit Reports
17. Basic Reports
18. National Comprehensive Reports
19. Assets Report
20. Business Comprehensive Report

3. Pricing**GROUP I**

Bid price shall be a fixed monthly rate for unlimited database searches and reports. The Fee shall include 24 hour Web-based access, training of users, unlimited searches, and reports by authorized users. Bid price shall be all-inclusive and include costs associated with project implementation, coordination and training of users, etc. The fee shall be based on a fixed monthly rate per user **or** a fixed monthly rate based on range of users as identified on the bid sheet.

4. Estimated Annual Searches

The estimated annual searches are estimates only. The County does not guarantee any specific amount and shall not be held responsible for any deviation. This contract shall cover the County's requirements whether more or less than the estimated amount.

Item #	Description	Estimated Annual Searches	# of Department Users
1.	Lake County Sheriff's Office	14,016	9
2.	Lake County State's Attorney Office	4,685	11
3.	Lake County Public Defender's Office	664	3
4.	Lake County Court Administration Office	7,785	15
5.	Lake County Miscellaneous	200	2
TOTAL:		27,350	40

Specifications**Online Public Record and Investigative Software Service****November 2012**

NOTE: Bidder shall write the word "included" to indicate that the online public record and investigative software service bid for Lake County, IL meet the specifications or write the specified variations to the specifications in the spaces provided. Unless otherwise indicated, Bidders are responsible to provide related services that meets or exceed the bid specifications. Exceptions to the specifications must be clearly indicated below and may cause your bid to be disqualified. All bidders must complete and return the below return with bid. (Use additional paper as required, reference all attachments.)

Name of Bidder _____

Spec No.	General Search/Report Specification	Bidder Proposes to Furnish (Write "INCLUDED" as applicable)
1.	Person Search including, but not limited to locations of persons and addresses	
2.	Phone Numbers including possible cell phones	
3.	Driving records	
4.	Criminal History	
5.	Business Information including fictitious business names	
6.	Death Records	
7.	Criminal Records	
8.	Real Property – via parcel number (PIN Number)	
9.	Civil court files record search	
10.	National Social Security check	
11.	E-mails addresses including social networking information	
12.	State Department of Motor Vehicle Records	
13.	Assets, including motor vehicle, watercraft and aircraft	
14.	Bankruptcies, Liens, Judgments	
15.	Federal Employer Identification Numbers (FEIN)	
16.	Credit Reports	
17.	Basic Reports	
18.	National Comprehensive Reports	
19.	Assets Report	
20.	Business Comprehensive Report	

REFERENCES**Lake County, Waukegan, IL****November 2012**

(This section must be completed and returned with bid. Attach additional pages as required to complete required documentation.)

List below current/past customers and local governmental entities similar in size and scope of operation to Lake County where you have provided computer equipment similar to those described in this request for bid:

1. Entity: _____
Address: _____
City, State, Zip Code: _____
Telephone Number: _____
Description of Services and Equipment Provided: _____

Date of Service: ____/____/____ To ____/____/____

2. Entity: _____
Address: _____
City, State, Zip Code: _____
Telephone Number: _____
Description of Services and Equipment Provided: _____

Date of Service: ____/____/____ To ____/____/____

3. Entity: _____
Address: _____
City, State, Zip Code: _____
Telephone Number: _____
Description of Services and Equipment Provided: _____

Date of Service: ____/____/____ To ____/____/____

Company: _____ Authorized Signature: _____
Date: _____ Title: _____

BIDDER QUALIFICATIONS**Lake County, Waukegan, IL****November 2012**

(This section must be completed and returned with bid. Attach additional pages as required to complete required documentation.)

A. Name and Address of Office from which this contract will be administered

Name: _____

Address: _____

Phone: _____ Fax: _____

Project Manager: _____

Email: _____

Years in Business: _____ Number of Employees: _____

Annual Sales: \$_____ Dunn & Bradstreet #: _____

B. Name and Address of Repair Facilities that would service Lake County

Name: _____

Address: _____

Phone: _____ Fax: _____

Service Manager: _____

C. Name and Address of Repair Parts Inventory Depot that would service Lake County

Name: _____

Address: _____

Phone: _____ Fax: _____

Parts Manager: _____

D. Name and phone number of the in-house technical service consultant Lake County will contact as may be required to obtain technical assistance for repair and maintenance.

Name: _____

Address: _____

Phone: _____ Fax: _____

Technical Services _____

Consultant: _____

E. List Additional Employees Who Will be Dedicated to Lake County for the Administration of This Contract:**(Attach additional pages as necessary)**

NAME	POSITION TITLE	NUMBER OF YEARS	AREA OF RESPONSIBILITY / EXPERIENCE	TASK
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____